

~~CONFIDENTIAL~~

58-1588

APR 23 1958

MEMORANDUM FOR: Chief, Management Staff

SUBJECT : Use of Unvouchered Funds to Pay Office of Training  
Employees [REDACTED]

25X1A6b

REFERENCE : Memo dtd 7 Jan 57 to DD/S, thru Comp fr C/Mgmt  
Staff, subject: "Use of Unvouchered Funds to  
Pay Agency Employees"

1. Inasmuch as the referenced document was written during the latter part of 1956, it is returned herewith for review, and for such revisions as may be necessary as a result of interim changes.

25X1A 2. As submitted, the document reflects the concurrences of only the Deputy Director of Security and the Comptroller. It should also be concurred in by the Director of Training, the Director of Personnel, and the [REDACTED] Any qualifying memorandum written by a concurring official should be attached. In this regard we note that both 25X1A9a [REDACTED] and Mr. Saunders refer to separate memoranda, but neither of the originals is attached.

3. It is also requested that the numerous tabs be reviewed to determine whether their inclusion adds to the substance of the presentation. It is not necessary to attach typewritten excerpts from regulations if appropriate references are made. Tabs D and H may be eliminated.

4. Documents forwarded for approval must be accompanied by all of the copies, including three for this Office (one set of attachments would be sufficient for this Office), so that they may be properly recorded and conformed. Distribution will then be made by the DD/S Registry.

[REDACTED]  
H. GATES LLOYD

Acting Deputy Director  
(Support)

FOIAb3b

Attachment

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